

03/28/02

**Position Description
COORDINATOR**

SAN JOAQUIN RIVER MANAGEMENT PROGRAM

General

The Coordinator position with the San Joaquin River Management Program (SJRMP) represents the mutual interests of the SJRMP with local, state and federal agencies and environmental and other stakeholders interested in the well being of the San Joaquin River Basin. The Coordinator serves under the SJRMP Advisory Council and receives administrative direction from the Chair of the Advisory Council.

Since 1990, the San Joaquin River Management Program has served as a forum for identifying, discussing, planning and supporting projects and programs that address water quality, water supply, flood protection, fisheries, recreation and wildlife on the San Joaquin River system. In 1995, the SJRMP Plan was completed. This plan identifies nearly 80 consensus-based actions that, if implemented, will benefit the San Joaquin River system and its many users.

Recent funding and cooperative efforts like the CALFED Bay-Delta Program and the Parks and Water Bonds (Propositions 12 and 13) have opened up new horizons and opportunities to implement these SJRMP actions along with innovative new projects that have been identified since 1995. SJRMP now provides a regional forum in the San Joaquin Basin for local agencies, environmental groups; agriculture, business, industry, recreation, and other interests and landowners to work directly with State and Federal agencies to develop ideas and to meet these challenges.

Duties

The Coordinator is principally involved in the following activities:

- Identify watershed needs and develop annual and five-year work plans.
- Pursue funding and sponsors to implement actions identified in the 1995 SJRMP Report. Prepare funding proposals and assist local watershed groups to effectively pursue and utilize funding sources.
- Develop a cooperative and comprehensive working relationship with appropriate local, state and federal agencies and environmental and other stakeholders for planning and implementation of projects and programs under the purview of the SJRMP.
- Serve as Chair of the SJRMP Action Team and prepare minutes from each meeting. Coordinate the efforts of SJRMP's various subcommittees. Delineate and track work assignments to team members, outlining objectives and goals to be accomplished. Establish a subcommittee to conduct outreach to generate buy-in from stakeholders. Establish topic or area based subcommittees as appropriate.

- Serve as liaison with local watershed coordinators and legislators. Provides or researches, when necessary, information concerning legislative mandates and other programs to the SJRMP Action Team and Advisory Council. Participate in CALFED, CVPIA, and Corps Comprehensive Study and other pertinent studies and programs.
- Work to overcome institutional constraints to project implementation.

Education and Experience

- Bachelor's degree required.
- Minimum of five (5) years of any combination of applicable experience in environmental policy management, watershed management, environmental science, community and regional planning.
- Should have extensive policy level knowledge of state and federal agencies at both the local and national levels.
- Should have extensive knowledge of water, land and social or cultural related issues pertaining to the San Joaquin River Basin. Should have a sound knowledge of the San Joaquin River Basin geographic area and political relationships.
- Highly developed interpersonal and written communication skills. Position will require contact with local, state and federal agency representatives, local watershed groups, legislators and public citizens.
- Specific knowledge and experience with meeting facilitation and dynamics of group interaction. Ability to use tact and diplomacy to communicate effectively with diverse groups.
- Should have extensive experience in financial and budget matters related to planning and implementing water and land resource management activities. Specific knowledge and experience with grant writing and watershed funding sources.

Special Requirements

- This position will be filled through the Intergovernmental Personnel Agreement. Applicants with applicable experience and education from federal, state, county, city and other public agencies are eligible.
- Ability to work independently, establish work priorities and manage time in order to successfully implement work plan.
- Proficiency using personal computers and Microsoft Office software.
- Ability to travel extensively within the region via automobile. Possession of a valid driver's license.

Location

This is a fulltime position located at DWR San Joaquin District in Fresno, California.

Those interested should send a resume and cover letter to [Ernie Taylor](#) at:

Department of Water Resources
San Joaquin District
3374 E Shields Avenue
Fresno, CA 93726